



Dulverton Town Council

www.dulvertontowncouncil.co.uk

The Clerk

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Minutes of the Meeting of Dulverton Town Council

Held on Monday 9th September 2019 at 7.00pm, in the Town Hall,
Fore Street, Dulverton

Present: Chairman/Mayor: Mr Gerry Lewis. Councillors: Mr Keith Coulman; Mrs Christine Dubery; Mr Alan Ottey; Mrs Louise Parrish; Mr John Preston; Miss Katheryn Vellacott; Mr Piers Wood; Mr Nick Thwaites (W.S.C.) who left at 7.40pm and one member of the public.

Deferment of Business for Comment by the Public:

Good Neighbour Scheme (G.N.S.): Members were addressed by Mrs Sandra Collett, who with the support of the Community Council for Somerset (C.C.S.) and the Village Agent is seeking to create a G.N.S. in Dulverton, to work in unison with the TA22 Scheme. The aim of the scheme is to provide training and to unite all the existing volunteers, helping those in the community, under one umbrella. Funding is to be provided by C.C.S. and All Saints Church has committed to awarding a grant.

A public meeting is to be held on 12th September 2019 at 2.30 in the Town Hall. Members were requested to express their full support, which was given unanimously.

Apologies for absence and acceptance of any reasons offered if agreed:

Cllr. Mrs Margaret Rawle who is on holiday.

Cllr. Mrs Frances Nicholson

Declarations of Interest:

Cllr. Mrs Christine Dubery with regards the Sports Field.

Chairman's Comments & Meeting Management: None

Questions for County and District Councillors:

Cllr. Mr Nick Thwaites S.W.&T:

Lorna Doone Roundabout: Cllr. Thwaites was pleased to report that the directional signage has been ordered.

Catholic Residential Centre: The Asset of Community Value application is being dealt with urgently.

Electric Charging Points: Cllr. Thwaites explained to members the problems he anticipated with regards furthering the project, following the notice of availability of grants towards the cost of installation. To ensure unnecessary complication it has been suggested that commercial providers should be invited to tender for the installation, operation and maintenance of electric charging points once suitable locations had been identified, who would then work in partnership with the property owner.

Members agreed to give future consideration to submitting an application to receive a grant from the Electric Vehicle Community Charge Point Fund.

S.W.A.T. Official Visit: The Leader of the Council accompanied by the CEO is to visit Dulverton on 17th September 2019. Members are invited to meet them at the Town Hall at 12pm.

Cllr. Mrs Frances Nicholson S.S.C.:

Questions raised in Cllr. Nicholson's absence:

Highway Silt Issues: Cllr. Christine Dubery reported that she had formally written to Mr David Peake (S.C.C. Highways), in her capacity as a members of the West Somerset Flood Group, to express her concerns regarding the build-up of silt in gullies, and the increased risk of flooding as a result. She is yet to receive a reply.

Minutes of the meeting held on 12th August 2019 as circulated:

Were approved and signed. Proposed by Mr Preston, seconded by Mr Ottey and carried.

6462 Update of action points resulting from the last meeting:

6452 Exmoor Lawns – Provision of Electricity Supply: Having met with E.N.P.A. and consequently identified an appropriate location, Cllr Gerry Lewis confirmed that he is currently is sourcing quotes concerning the purchase of a feeder pillar.

6456 DTC Facebook Page: Councillors Miss Kathryn Vellacott and Mr Gerry Lewis confirmed that the page is up and running and would welcome any potential postings.

6463 Accounts:

The Financial Statement: See Appendix A

RESOLVED: That the Financial Statement as per Appendix A is approved. Proposed by Mrs Dubery, seconded by Mrs Parrish and carried.

Payments for Approval: See Appendix B

RESOLVED: That the payments as per Appendix B are approved. Proposed by Mr Coulman, seconded by Mrs Dubery and carried.

Members were reminded that the second instalment of the annual precept is due to be paid later this month. Consideration regarding budget requirements for the next financial year will begin in October.

The Clerk informed members that the external audit for Year Ending 31st March 2019, had been completed. No issues had been raised. The notice regarding the public right to inspect the documents has been duly published.

6464 Committees:

Minutes submitted for approval:

Grounds Committee Meeting – 20th August 2019:

RESOLVED: To adopt as part of this meeting the minutes of the Grounds Committee meeting held on 20th August 2019. Proposed by Mr Preston, seconded by Mr Lewis and carried.

Cllrs. Mr Gerry Lewis and Mrs Christine Dubery attended the Somerset Playing Field Association AGM and were pleased to report that Dulverton Town Council received commendations with regards Barns Close Recreation Ground and the Sports Field, and a Bronze Award for Kings Corner Recreation Ground.

Members requested that their congratulations and thanks are expressed to Mr Andy Takel, the Grounds Man responsible.

Planning Committee Meeting – 27th August 2019:

RESOLVED: To adopt as part of this meeting the minutes of the Planning Committee meeting held on 27th August 2019. Proposed by Mr Wood, seconded by Miss Vellacott and carried.

6465: Committee Membership & Representatives on Outside Bodies:

RESOLVED: That Cllr. Mr Alan Ottey represents the Council on the Farmers Market Committee. Proposed by Mr Lewis, seconded by Mr Ottey and carried.

6466: Farmers Market:

RESOLVED: To continue to provide financial administration support for the forthcoming season – 2020. Proposed by Mr Lewis, seconded by Mr Ottey and carried.

Cllr. Mr Keith Coulman suggested that a DTC hold a surgery/promotional event at the Farmers Market to be held in April 2020. Members were requested to consider proposals with regards presentation etc.

6467 ICO (Information Commissioner's Office) Guidance:

Cllr Lewis advised members concerning the personal use of devices when conducting council business to ensure that they remain compliant with General Data Protection Regulations, specifically the receipt of emails from members of the public and the storage of personal information.

He suggested that consideration is given as to whether it is necessary to retain information for which prior authorisation has not been obtained.

6468 West Somerset Flood Group:

Members were informed that the West Somerset Flood Group received funding for the creation of a website which has now been exhausted. Contributions are therefore being sought from member town and parish councils.

RESOLVED: That this Council make a contribution of £25.00 annually, to the cost of the website. Proposed by Mrs Dubery, seconded by Mrs. Parrish and carried.

6469 Late Correspondence:

Correspondence noted by members.

6470 Questions for Members who have attended additional meetings:

Exmoor Panel Meeting – Tuesday 3rd September 2019: Attended by Cllrs. Mrs Margaret Rawle, Mr Keith Coulman and Miss Kathryn Vellacott

A comprehensive report was circulated by Cllr. Mrs Margaret Rawle which included a report from:

- a) S.C.C. Highways:
Parishes are required to report the fact that the silt bins require filling. No small bags for public use will be available; parishes must provide their own stock.
- b) E.N.P.A.:
Dark Skies events will take place over three weeks in October.
It was reported that there exists a widespread problem with TB in deer.
The branding of Exmoor Lamb is being pursued.
- c) Police:
There has been a worrying increase in the theft of sheep. The public are requested to remain vigilant and report any unusual sightings of trailers and sheep dogs late at night.
Porlock public toilet facilities have recently been vandalized and there exists a worrying trend of anti-social behaviour in Dulverton.

6471 Issues to be raised with permission of the Chairman:

Street Sign Refurbishment: Members expressed their thanks to Cllr. Mr Piers Wood for such a good job with regards his hard work re-painting the signs.

Anti- Social Behaviour: Members were disappointed to learn of instances of anti-social behaviour taking place on both the recreation grounds and the sports field. The situation is to be monitored closely; any further instances will be reported immediately to the police.

Chairman



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FINANCIAL STATEMENT

Bank Balances at 26/07/19:

General Account	46,984.94	
Investment Account	88,322.29	
Parish Lengthsman Account	4,788.61	

		140,095.84

Receipts – August 2019:

General Account	415.00	
Investment Account	NIL	
Parish Lengthsman Account	NIL	

		140,510.84

Payments – August 2019:

General Account	6,173.86	
Investment Account	NIL	
Parish Lengthsman Account	500.06	

		133,836.92

Balances @ 23/08/19

General Account	41,226.08	
Investment Account	88,322.29	
Parish Lengthsman Account	4,288.55	

		133,836.92

Less unpresented cheques at 23/08/19	2,694.56	
Banking after 23/08/19	NIL	

Available Funds @ 31/08/19 **131,142.36**

As per Cashbook:

General Account	39,005.18	
Investment Account	88,322.29	
Parish Lengthsman Account	3,814.89	

		131,142.36

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**Bank Reconciliation Statement as at 31/08/2019
for Cashbook 1 - General Account 38007789**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
General Bank Account 7789	23/08/2019	1	<u>41,226.08</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
17/01/2019	U002514	Kier Recycling CIC	40.56
15/08/2019	U002661	Kier Recycling CIC	59.22
20/08/2019	U002664	Masons Kings	30.98
20/08/2019	U002665	Dulverton Town Hall	10.00
20/08/2019	U002666	EDF Energy	204.00
27/08/2019	U002667	Mr Andrew Nicholas	208.63
27/08/2019	U002668	Mrs Sylvia Gosling	486.20
27/08/2019	U002669	Mrs Amanda Munday	1,180.95
			<u>2,220.90</u>
			39,005.18
<u>Receipts not Banked/Cleared (Plus)</u>			0.00
			<u>0.00</u>
			39,005.18
		Balance per Cash Book is :-	39,005.18
		Difference is :-	0.00

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**Bank Reconciliation Statement as at 31/08/2019
for Cashbook 2 - Parish Lengthman Acc 38024152**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Parish Lengthsman Account 4152	23/08/2019	1	<u>4,288.55</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
27/08/2019	U000152	Mr Shaun Bryant	473.66
			<u>473.66</u>
			3,814.89
<u>Receipts not Banked/Cleared (Plus)</u>			0.00
			<u>0.00</u>
			3,814.89
		Balance per Cash Book is :-	3,814.89
		Difference is :-	0.00

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**Cashbook transactions totalling £0.01 or more
for the period 01/08/2019 to 31/08/2019**

Payments

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Date</u>	<u>Payment Ref</u>	<u>Payee Name</u>	<u>Amount</u>
2	Parish Lengthsman Acc 38024152	06/08/2019	U000148	Mrs S. Gosling	9.90
1	General Account 38007789	06/08/2019	U002656	Dul. Club & Reading Room	750.00
1	General Account 38007789	06/08/2019	U002655	GS Garden Machinery	47.98
1	General Account 38007789	06/08/2019	U002657	Mr A. Takel	1,146.00
1	General Account 38007789	06/08/2019	U002658	GC Stanbury & Son	122.22
1	General Account 38007789	08/08/2019	U002659	A-TAC Cleaning	792.00
1	General Account 38007789	08/08/2019	U002660	Rawlins Paint	133.66
1	General Account 38007789	15/08/2019	U002661	Kier Recycling CIC	59.22
1	General Account 38007789	15/08/2019	U002662	Cllr. Mr P. Wood	51.04
1	General Account 38007789	15/08/2019	U002663	Masons Kings	13.58
	Parish Lengthsman Acc 38024152	27/08/2019	U000149	Mr Shaun Bryant	473.66
1	General Account 38007789	20/08/2019	U002664	Masons Kings	30.98
1	General Account 38007789	20/08/2019	U002665	Dulverton Town Hall	10.00
1	General Account 38007789	20/08/2019	U002666	EDF Energy	204.36
1	General Account 38007789	27/08/2019	U002667	Mr A. Nicholas	208.63
1	General Account 38007789	27/08/2019	U002668	Mrs Sylvia Gosling	486.20
1	General Account 38007789	27/08/2019	U002669	Mrs Amanda Munday	1,180.95
1	General Account 38007789	21/08/2019	D/D	British Telecom Business	50.69

Receipts

<u>Cb No</u>	<u>Bank Account Name</u>	<u>Date Banked</u>	<u>Amount Banked</u>
1	General Account 38007789	15/08/2019	300.00